An Action Plan of Agricultural Business Products on the use of Educational Technology by Applying 21st Century Skills and Technology Literacy

1. **What are your key goals?**

* To make customers satisfied with the products.

It is important also to be prepared at all times, organized, flexible, patient and a good manager to the audience and to empower critical thinking skills and systems thinking.

1. **What instructional strategies and tasks will use to achieve your goals?**

* The instructional strategies that I use to achieve my goals is to develop and maintain plan to implement learning and support system.
* Involves the learning of specific concepts, the nature of concepts and the development of logical reasoning and critical thinking and maybe deductive (rule to example) or inductive (example to rule)
* Using concept teaching in the classroom by getting students to demonstrate their understanding and to employ higher level questioning and discussion strategies help students analyze their own thinking process.

1. **What challenges do you anticipate? What are your solutions to these challenges?**

* High performance expectations
* To develop a concept of teaching so that students will learn.
* Some teachers may not have enough knowledge in using ICT and other educational technology.
* Ask the principal to conduct a training on how to use ICT and other educational technology as an instructional tool.

1. **What is your timeline for achieving your goals both in the short and long term? How will you display this information?**

Timeline for achieving my goals:

5months- Planning and Preparation

4months- Evaluating and Creating my goals

3months- Developed the Product

1. **What resources will you use? Consider the internet sites you identified, the activity products you created, and the colleagues you met.**

* The resources that I needed to use are computer, internet and projector so that the audience can see the importance of the product.

1. **How will you organize your presentation? What will be at the beginning, middle and end?**

* To organize my presentation, In the beginning will be the goal of the action plan, the middle will be the quality of the products and the end will be the evaluation plan and the benefits of the consumer.

1. **What software applications will you use to create your presentation? What pictures, tables and documents might you design in Microsoft word\*? What type of presentation would you build in Microsoft PowerPoint\*? What worksheets and charts might you make in Microsoft Excel\*?**

* To create my presentation, I will use Microsoft PowerPoint and I will add some effects to attract the attention of the audience. Microsoft words for the supporting details. Microsoft Excel for the evaluation of the result and inventory of the products.

1. **How long will it take to create your presentation? What is the sequence in which the steps must be completed?**

* It will probably spend 5 hours to create a presentation in relation to the process involve in making effective and successful presentation.

1. **How will you engage your audience and convince them that applying technology literacy and 21st century teaching and** **learning skills and approaches will enhance your productivity and professional practices in your classroom?**

* I will engage and convince them through presenting evidences by discussing to them the advantages in using educational technology to enhance their productivity and professional practice in their classroom.